

# ORGANIZATION AND FIRST REPORT STOCK OR NON-STOCK CORPORATIONS

Office of the Secretary of the State  
30 Trinity Street / P.O. Box 150470 / Hartford, CT 06115-0470 / Rev. 03/01/2001

*See reverse for instructions*

Space For Office Use Only

**Filing Fee: \$75.00 Stock  
\$25.00 Nonstock**

**1. Name of Corporation:**

**2. Date of Organization Meeting:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

**3. Address of Principal Office** (street address required  
- P.O. Box is not acceptable):

**4. Mailing address** (if other than principal office address):

## **5. OFFICERS:**

(Street address required – P.O. Box is not acceptable)

NAME	TITLE	RESIDENCE ADDRESS	BUSINESS ADDRESS

## **6. DIRECTORS:**

(Street address required – P.O. Box is not acceptable)

NAME	RESIDENCE ADDRESS	BUSINESS ADDRESS

**Note: If additional space is needed, please reference an 8 1/2 X 11 attachment**

## **7. EXECUTION:**

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

<b>Print or type name of signatory</b>	<b>Capacity of signatory</b>	<b>Signature</b>

## INSTRUCTIONS FOR COMPLETION OF THE ORGANIZATION REPORT CORPORATION

Instructions correspond with numbered entries on the form

1. NAME OF CORPORATION: Please provide the complete name of the corporation as it currently appears on the records of the Secretary of the State.
2. DATE OF ORGANIZATION MEETING: Please provide the month, day and year on which the organization meeting took place.
3. ADDRESS OF PRINCIPAL OFFICE: Please provide a complete address of the corporation's principal office including a number, street, city, state and postal code. **P.O. boxes are only acceptable as additional information.**
4. MAILING ADDRESS: Please provide the address to which the Secretary of the State should mail the corporation's annual report form, if other than its principal office address. A P.O. Box is acceptable for this address.
5. OFFICERS: Please provide the name of all of the corporation's officers, their titles and their residence and business addresses. Complete street addresses including a street number, street name, city, state, postal code and country if other than the United States are required. **Note: P.O. boxes are only acceptable as additional information.**
6. DIRECTORS: Please provide the name of all of the corporation's directors and their residence and business addresses. Complete street addresses including a street number, street name, city, state, postal code and country if other than the United States are required. **Note: P.O. boxes are only acceptable as additional information.**
7. EXECUTION: The document must be executed by an authorized official of the corporation. That person must print or type their name, state the capacity under which they sign and provide a signature. The execution constitutes a legal statement under the penalties of false statement that the information provided in the document is true.